G. R. S. IX-5]

Previous references.

P

1916-17

(S.F.)

File No. 11(6)-16

Serial Nos. 1

Later references.

S. [illegible]

C. R. 44-21-6.

C.D. 44-4-68 to 71

B.A/13-96-1

GENERAL AND REVENUE SECRETARIAT.

Serial No. 1

Part B for December 1916.

SUBJECT.

Question of authorising Heads of Departments and Deputy Commrs. to avail themselves of casual leave in anticipation of first sanction.

No. 1. H.C. Order:-

Authorises Heads of Departments and Deputy Commrs. of Sibs. to avail themselves of casual leave not exceeding 5 days on their own responsibility.

H.C. Pemberton Lt. Col. 4-4-1917

W D 68—GPB—50,000—24-7-16

GENERAL AND REVENUE SECRETARIAT.

( ).

NOTES.

File No.

FILE HEADING.

From

No.	Dated	Received

Diary No.	Enclos.	Spare Copies.	Serial No.

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

NOTES—First Sheet.

(2

7m688 q16

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Pub 8

3 copies in 1523

May this be
Now Sent to the
Govt Dept for issue?
88 (Rev Secy) Mm
9/12 9/12/16

2. Issue may be
made in ~~DD/8~~
from which Brunel
was reissued
VK 9/12

3. Then it will have to go
to Br II.

Mm
Subd 9.12
4. May this issue from
Branch ~~IX~~ 5. yes ~~attached~~
MM. 9/12 hg 9/12

Subd.
6. Before issue of the G.O. the file has (should) to Asst Secretary, as it has not passed through him at any stage.
Perhaps
ASM 14/12 FL Secy. 15.12.16

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

[W.D. 84—GPB—60,000—20-7-16]

7. The file has been
sent for typing
the
letter (not typed) sent on
fair copies, with the

8. Dept: Section Mm
to kindly type 3 copies
of the

For discussion at an Informal Meeting)

No. C. 775

2.11. 1916.

GENERAL AND REVENUE SECRETARIAT.

Council Matter.

SUBJECT.

(Outside the Schedule)

Question of authorizing the Heads of Departments and Deputy Commissioners of Districts to avail themselves of the causal leave admissible to them before obtaining sanction of Government.

CIRCULATED TO THE MEMBERS OF COUNCIL.

By Order,

D. M. Nanavatty

Secretary to Government.

1st November 1916.

Extraordinary Member of Council. Not sent to Ext. member as he is not well.

First Member of Council. 6/11 Seen 8/11

Second Member of Council. 2.11 Seen 3/11

WD 2012—GPB—1 000—9-2-16

General and Revenue Secretariat.

File No. 91 144 of 1916.

Serial No.

Mis R. 1523-15

Casual leave to Heads of Depts

First Member's note in A 170-15 casual leave to the Heads of Depts.

I beg think Heads of Department might take casual leave, subject to rules, and intimate to govt. This will save routine. Even Collectors do this in Madras??

Init: A.R.B. 2.6.16.

Secy's order.

Then (later) point to be worked up separately.

Init V.R.T. 2-6-16.

Asst-Secy's order

Issue + Resubmit.

Subs Init S-S. 2-6.

Branch V may be requested to put up the order ~~relating~~ directing the Heads of Depts to submit their applns for casual leave for govt sanction according to the Rev. Dept are put up.

Init 10/6/16

To Br V for kind Consideration

12/6/16

NOTE—Contn. sheet.

GPB—70,000—17-12-15.

Genl/1285/16

Rly. 15-23-15

G. R. S. 12]

General and Revenue Secretariat.

File No. 71-144 of 1916.

Serial No.

No orders appear to have issued on the subject from Br. I

10/8/16

To Branch I

Subd.

Under Art 457 of the M.S. Rly applications for leave by Heads of Depts should come up to Govt. The suggestion if adopted will have to be issued as a note to the said Article. Br II may be consulted.

Cargo: Br II
11-8-16.

11/8/16

Mm
12/8/16

Subd.

14/8/16. Casual leave is not, technically 'leave' it is not governed by the ordinary leave rules. Article 457 M.S.R. does not apply to it. The suggestion is one for the Administrative Dept to consider & pass orders on. There is no financial objn to Heads of Depts being permitted to avail themselves of casual leave reporting such fact to Govt.

Br I

15.8.16.

Subd. with a copy of Govt Or 12-11-06 (since traced) which requires that Dy Comrs + Heads

NOTE—Contn. sheet.

GPB—70,000—17-12-15

M523

F. R. S. 12]

General and Revenue Secretariat.

File No. H- 144 of 1916.

Serial No.

Depts should obtain the sanction of Govt before taking casual leave. His orders will have to be modified or cancelled. if the suggestion is to be adopted.

Subs for orders.

17-8-16 10 Casual leave is usually availed of in extremely 19-8-16 emergent circumstances, and there appears to be no harm in authorising Heads of Departments Dy: Comrs & even subordinate Officers like Asst Comrs and Builders to avail themselves of Casual leave if not upto the max: limit of 5 days at a time at least upto 3 days — and report to the officer to whom they are immediately subordinate. The officer on the spot next in authority will usually be in charge of the absentee's work. The officer to whom such leave applications are now submitted is not in a position to exercise any independent discretion, and there

NOTE—Contn. sheet

G.P.H.—70,000—17-12-15

Serial No.

appears to be no harm in permitting the officer concerned himself to avail himself of the leave in anticipation of sanction and report.

11. There is a rule in the Judicial Dept: under which Dt Judges, Sub-Judges & Munsifs can avail themselves of Casual leave on their own authority & report except in cases in which the Dt Judge is also stationed in the same place, when Sub-Judges & Munsiffs will have to obtain his previous sanction (Please see R. P No 1114 dated 27.11.03 Page 77 of the Civil Digest)

12. This rule may be made general & applicable to all Departments.

13. Sub with ref[e] to Vice Member's observations quoted at para 1.

Rev Secy

Sd

14 Submitted to Vice Member 5/9/16

The existing rule must be modified to

NOTE—Contn. sheet.

GPB—70,000—17-12-15

5

G. R. S. 12]

General and Revenue Secretariat.

File No. 71 1011 of 1916.

Serial No.

Discussion in Council if deemed necessary.

114/6.9
(H. Member)

15

VK 5.9.16
Hon 5.9

Supplies. Head of all supplies may be military Value C. Comm admissible under the rules before reporting. Govt. Necessary notification may be issued up to March 1917 under for. Council

Yrs

(Asst Secy) Proposal a draft notification for the approval of Council

16. Draft Subd.

VK 6-9-16
Hon 16/9

(The order will have to issue in Bor V or II

Only 20.9.16.
SS 20/9/16

20/9/16 Whether Hds of Depts include Hds of certain Offices who are the below the rank of any Commr., is a point for

17. Consideration.

Please put up a tidy draft as proposed

Hon 20/9

18. Tidy draft Subd

mrk 21-9-16. (Rev Secy)

Hon 22/9

SS 21/9/16

NOTE—Contn. sheet.

6

G. R. S. 12]

General and Revenue Secretariat.

File No. 71-144 of 1916.

Serial No.

19 Draft issue for approval
(2nd Member / Dewan). approved, as amended. 23/9/16.

232
23-9-16.

1850
27.9.16

(20) May be approved at a meeting of Council.

(21) It would be desirable to insist on the officers reporting their departure, before they leave their stations, and again arrival on the day of their return.

21.10.16.
(22) (Chief Secretary). Be pleased to take further action.

NOTE.—Contn. sheet.

Extract from the Proceedings of the 402nd Meeting of the Council of His Highness the Maharaja, held at Bangalore, on the 23rd November 1916.

---

10. Subject.- (Outside the schedule.)

Question of authorising the Heads of Departments and Deputy Commissioners of Districts to avail themselves of the casual leave admissible to them before obtaining sanction of Government.

OPINION OF THE COUNCIL.

Casual leave up to a limit of five days inclusive of holidays may be availed of in anticipation of sanction.

The arrangement made for work should be reported. Departure and return should be reported on the respective dates.

Sd. M. Visvesvaraya,
Dewan of Mysore.

"EXTRACT"

D. M. Narayana Rao 24/11
Secretary to Government,
General Department.

W. D. 1364—GPB—500—14-12-15

8

G. R. S. 12]

General and Revenue Secretariat.

File No. 21-464 of 1916.

Serial No.

Extract from the Proceedings of the Council is put up.

Forwarded with compliments to the Secretary to Government, Revenue Department, for favour of necessary further action.

By Order

D M. Narayana Rao 29/11

Secretary to Government,
General Department,

A & R Secy) Please get the draft as corrected typed, & submit with a D.F. & 2nd Member for approval
LK 24/11

D.F. N put up - also a typed copy of the draft for
Asst Secy) Mon 24/11

D.F.N. & tidy typed copy of draft order are submitted for approval
2nd Member) LK 28/11/16

480 28.11.16

LK 28/11/16
Mon 29/11
LK 29/11/16

Please put up D.S.N.

D.S.N put up
Asst Secy) Mon 29.11

Mon 30/11

NOTE.—Contn. sheet.

W D 2382—(PB)—500—20-8-16

G. R. S. 12]

General and Revenue Secretariat.

File No. [illegible] of 191[illegible].

Serial No.

D.F.N & Supdt-wise approved by 2nd member are initialled with D.S.N

30-11-16

Dy D.M. 30.11.16

wtf D with compliments

3141

132 I D.M. 1.12.16

30-11-16

1. [illegible]

NOTE—Contn. sheet.

GPB—70,000—17-12-15

Final Note by the Second Member of Council.

Subject:—

Question of authorising the Heads of Departments and Deputy Commissioners of Districts to avail themselves of the casual leave admissible to them before obtaining sanction of Government.

Under Government Order No.Fl.3444-89/G.F.25-06-1 dated 12th November 1906 Heads of Departments and Deputy Commissioners are required to obtain previous sanction of Government for any casual leave they may require.

As casual leave is availed of only in extremely urgent circumstances and granted as a matter of course, the question of authorising high officers of Government to avail themselves of the leave without previous sanction as in the case of the Collectors in Madras, was raised by me sometime ago; and I noted as follows:-

> "I think Heads of Departments may take casual leave subject to rules and intimate to Government. This will save routine. Even Collectors do this in Madras."

The question was considered in Council on 23rd November 1916. The opinion of the Council is embodied in the accompanying draft order which may be approved.

Second Member of Council.

26/11/16

D.O.No.157
with 7 files.

THE PALACE,

MYSORE,

7th December 1916.

My dear Sir,

In returning the files noted*overleaf, I am directed to say that His Highness approves of your recommendations in all cases.

Yours sincerely,

Sd/- R.H. Campbell.

Sir M. Visvesvaraya, K.C.I.E.,
Dewan of Mysore,
Bangalore.

x x x x

File No.5861/4-12-16. Subject.- Question of authorising Heads of Departments and Deputy Commissioners to avail themselves of casual leave in anticipation of Government sanction.

x x x x

" COPY "

Under Secretary
on duty with the Dewan.

Submitted to His Highness.

I submit herewith the Final Note by the Second Member of Council on the question of authorising Heads of Departments and Deputy Commissioners to avail themselves of casual leave in anticipation of Government sanction, togethe with a draft Government Order on the subject. The draft may be graciously approved.

M. V. 6 2011 02 2439

4th Dec 1916.

Record of Cases submitted for the Orders of His Highness the Maharaja.

Subject.

Question of authorising Heads of Departments and Deputy Commissioners to avail themselves of casual leave in anticipation of Government sanction.

461

Order.

Approved.

Vide D.O. No.157 dated 7th December 1916 from the Private Secretary to His Highness.

Landay
8/12.16

WD 1233—GPB—60,000—1-12-16—S.

G. R. S. III-2]

General and Revenue Secretariat.

G. I. File No. 144 of 1916.

Serial No.	
1	To The Hon'ble Deputy Commissioner No. 3491-S/S dated 22-12-16 Approves & notifies the proposals re the arrangements of the Head of Deptt & Dy Commissioner to avail themselves of casual leave not exceeding ... days

NOTE—Contn. sheet.

S. O

Casual Leave.

No. Fl. 3497-545—G. F. 144-16-1, dated 22nd December 1916.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

GENERAL AND REVENUE DEPARTMENTS.

Read again—

Government Order Fl. 3444-89—G. F. 25-06-1, dated 12th November 1906, directing among other matters that Heads of Departments and Deputy Commissioners of Districts should apply to Government for sanction of any casual leave they may require.

Order No. Fl. 3497-545—G. F. 144-16-1, dated 22nd December 1916.

Government are of opinion that the restriction that the officers referred to should not avail themselves of casual leave required by them before obtaining the previous sanction of Government may be withdrawn. They are therefore pleased to authorise Heads of Departments and Deputy Commissioners of Districts to avail themselves of casual leave admissible to them under the Mysore Service Regulations on their own authority subject to a maximum of five days. Departure and return from leave should be reported on the respective dates.

2. The Senior of the Assistants to such officers at Headquarters will be in charge of current duties during their absence and information as to the arrangements made in this respect should be submitted in their reports.

J. S. CHAKRAVARTI,
Financial Secretary to Government.

To—The Heads of Departments.
The Deputy Commissioners of Districts.

Exd.—C. R.

Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

G. O. No. Fl. 3497-545—G. F. 144-16-1, dated 22nd December 1916.

Casual Leave.

Authorises Heads of Departments and Deputy Commissioners of Districts to avail themselves of —— not exceeding five days on their own responsibility.

W D 1704—GPB—9-1-17—400

1494—46
Ser. . . 1

Proceedings of the Government of
H. H. the Maharaja of Mysore.

Read again:--

Government Order Fl.3444-89/G.F.25-06-1 dated 12th November 1906, directing among other matters that Heads of Departments and Deputy Commissioners of Districts should apply to Government for sanction of any casual leave they may require.

Order No. H 3497—545
Dated, 22nd Dec 1916

Government are of opinion that the restriction that the officers referred to should not avail themselves of casual leave required by them before obtaining the previous sanction of Government may be withdrawn. They are therefore pleased to authorise Heads of Departments and Deputy Commissioners of Districts to avail themselves of casual leave admissible to them under the Mysore Service Regulations on their own authority subject to a maximum of 5 days, ~~inclusive~~ of ~~holidays, and report the same to Government and the Comptroller for information.~~

Ord

Departure and return from Leave should be reported on the respective date.
4.12.16 RV

2. The Senior of the Assistants to such officers at Head Quarters will be in charge of current duties during their absence and information as to the arrangements made in this respect (~~and the date of return~~) should be submitted in their reports.

Print

Offg. Secretary to Govt.,
Revenue Department.

To

The Heads of Departments.
" Deputy Commissioners of Districts.